



DEPARTMENTS OF THE ARMY AND AIR FORCE

JOINT FORCE HEADQUARTERS-LOUISIANA
OFFICE OF THE ADJUTANT GENERAL
JACKSON BARRACKS
NEW ORLEANS, LOUISIANA 70117

Announcement Number: 25-021

POSITION TITLE: Fuels Superintendent	AFSC 2F091	OPEN DATE: 20 February 2025	CLOSE DATE: 25 March 2025
UNIT OF ACTIVITY/DUTY LOCATION: 159 th Logistics Readiness Squadron, New Orleans, Louisiana			GRADE REQUIREMENT: Min: E-7 Max: E-8
SELECTING SUPERVISOR: Maj Christopher Raschke	Position Number 1133251		

AREAS OF CONSIDERATION

On-board LA ANG AGR **(Must hold 2F071)**
Louisiana Air National Guard members **(Must hold 2F071)**
Nationwide Air Force Component members **(Must hold 2F071)**

MAJOR DUTIES

Please refer to attached pages for more info on the major duties and initial qualifications for this position for this AFSC or go to:
<https://www.my.af.mil> to review the AFECD

INITIAL ELIGIBILITY CRITERIA

In addition to criteria listed on attached pages
-Security Clearance - Must attain and maintain: Secret

PREFERRED QUALIFICATIONS

In accordance with HRO and ANGI 36-101, the following documents have been requested by the Selection Official. Applications received that do not contain these requested items will not be screened-out by HRO; but it may adversely affect the selection.

1. Cover Letter
2. Resume
3. Last three (3) EPRs / OPRs
4. Letter(s) of Recommendation

ACTIVE GUARD AND RESERVE REQUIREMENTS

Initial tours for the LA ANG may not exceed 5 years. AGR tours may not extend beyond an Enlisted member's ETS or an Officer's MSD. Airmen must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 75 or higher for entry into the AGR program. For members with a documented Duty Limitation Code (DLC) which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.

Individuals selected for AGR tours must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 48-123, Medical Examination and Standards. They must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and an HIV test must be completed not more than six months prior to the start date of the AGR tour. Enlisted Airmen who are voluntarily assigned to a position which would cause an overgrade must indicate such in writing; a voluntary demotion letter must be included with the application in accordance with ANGI 36-2503, Administrative Demotion of Airmen, when assigned to the position. Acceptance of demotion must be in writing and included in the assignment application package. Application Package will not be forwarded without Administrative Demotion statement. If a selectee does not possess the advertised AFSC, he/she must complete the required training/assignment criteria within 12 months of being assigned to the position. Failure to do so may result in immediate termination. Extension past 12-months will only be considered if the delay is through no fault of the applicant. Any further questions regarding the AGR program may be answered in ANGI 36-101.

SPECIAL ANNOUNCEMENT CRITERIA

- Upon selection additional medical verification will be required prior to start of AGR tour
- Any Individual(s) selected for this position must meet EFMP requirements for the duty location at time of assignment.
- Members that do not meet EFMP standards for the duty location may be subject to a rescinded offer of employment.
- Continuation beyond initial tour may be subject to evaluation based on AGR Continuation Board
- Selection is not a promise of promotion

APPLICATION PROCEDURES

Applications must be signed and dated. Applications received with an unsigned NGB 34-1 will not be forwarded for consideration. Per ANGI 36-101, the application package must include at a minimum items 1-3 listed below. If the required documents are not submitted, a letter of explanation must be included. Incomplete packages will not be considered for the position vacancy:

1. **NGB Form 34-1** (*announcement number and position title must be annotated on the form*)
2. **CURRENT full Records Review RIP** from Virtual MPF <https://vmpf.us.af.mil/VMPF/Hub/Pages/Hub.asp>
3. **CURRENT PASSING Report of Individual Fitness** from MyFSS/MyFitness <(must not show a "fitness due date" that is in the past) (or) a signed letter from the UFPM. If exempt, please include Form 469 with application)
4. **Items requested in the "PREFERRED QUALIFICATIONS" section above.**

Application Documents Order:

- 1. (Mandatory) NGB Form 34-1
- 2. (Mandatory) Records Review RIP
- 3. (Mandatory) **Passing** Report of Individual Fitness
- 4. (Optional) Cover Letter
- 5. (Optional) Resume
- 6. (Optional) Last three (3) EPRs / OPRs
- 7. (Optional) Letter(s) of Recommendation

EMAILING REQUIREMENTS:

Ensure all requirements are consolidated into **ONE single PDF** (adobe portfolio is not recommended) (consider printing signed documents to PDF prior to combining files)-Signatures may be stripped once they are saved. PDF File Name should be: Last Name, Announcement Number

Example: Doe, 25-XXX

Email Subject should be: Last Name, Announcement Number, Position Title

Example: Doe, 25-XXX, Fuels Superintendent

Email Application Package to: ng.la.laarnq.mbx.agr-branch-air@army.mil

*** There is a known issue that digital signatures are being removed from the NGB Form 34-1 once combined as one PDF. To avoid this, once you sign and save the NGB Form 34-1, go to Print, then select "Microsoft Print to PDF". Click Print. Use this copy of the form to combine into the required documents and send to HRO. Always verify the signature is present before you sent to HRO. ***

QUESTIONS: Applicants may call HRO for initial review of application and to verify receipt prior to closeout date. DSN

278-8753/8754 or Commercial 504-278-8753/8754 cassie.l.ellis.mil@army.mil / khisha.m.donald.civ@army.mil. Assistance will be rendered in the order the request was received.

INSTRUCTIONS TO COMMANDERS/SUPERVISORS: Selecting supervisor will contact qualified applicants for interviews. After the Human Resources Officer HRO approves the selection package, the HRO office will send a notification letter to the Hiring Official who will in turn notify all applicants of their selection non-selection. The selection of an applicant is not final until the Hiring Official has been notified by of approval by ANG AGR Manager.

THE LOUISIANA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

All applicants will be protected under Title VI of the Civil Rights Act of 1964. Eligible applicants will be considered without regard to race, color, religion, gender, national origin, or any other non-merit factor. Due to restrictions in assignment to certain units and AFSC MOS some positions may have gender restrictions.

CEM Code 2F000**AFSC 2F091, Superintendent****AFSC 2F071, Craftsman****AFSC 2F051, Journeyman****AFSC 2F031, Apprentice****AFSC 2F011, Helper****FUELS****(Changed 31 Oct 23)**

1. Specialty Summary. Responsible for the Air Force's global petroleum and cryogenic product stocks. Executes quality analysis, controls, and remedies for all Class III Energy commodities. Operates, receives, stores, and issues petroleum, cryogenics, and alternative energy products using state of the art specialized fueling equipment, vehicles, storage facilities, hydrant systems, and other tactical support equipment. Fuels personnel demonstrate a high degree of skill in the forms of operational assessments, building tactical source solution plans, employ modernized fueling concepts, execute budgeting, bulk requisitioning, daily accounting, product receipt, inventory control, document sales to provide fuel and cryogenic logistical support. Provides oversight for the direct movement of petroleum and cryogenic while applying digital fluency concepts and modalities to connect CLIII capabilities to requirements by collecting, extracting, conducting feasibility analysis, and interpreting logistics data from information systems and plans to determine supportability and execution required to maintain peacetime and wartime inventory levels. Trained to support and provide power to every weapon system in the Air Force Arsenal. Conducts agile Fuels operations in austere conditions using night vision with aircraft engines running to ensure constant projection of lethal firepower for contested logistics environments. Fuels Airmen earn commercial industry equivalent certifications on petroleum standards, driving and uses training models to assure mission execution. Assess environmental protection, safety, compliance, and energy conservation. performs maintenance on all related equipment, facilities, vehicles, and testing tools used for Energy applications. Related DoD Occupational Subgroup: 182100

2. Duties and Responsibilities.

- 2.1. Directs receipt, storage, transfer, and issue operations for petroleum, alternate fuel, and cryogenic products. Forecasts product requirements, places orders for products, and performs product receipt operations. Ensures proper handling and segregation of products received and verifies quantity and quality. Documents discrepancies in product receipt quantities and quality. Isolates off-specification products and takes appropriate actions to correct quality problems. Ensures compliance with all safety and environmental regulations.
- 2.2. Manages, maintains, and operates storage and dispensing facilities. Rotates stock to prevent product quality degradation. Ensures an effective operator maintenance program is carried out. Maintains inspection and maintenance records for facilities. Reports facility deficiencies to appropriate maintenance activity. Initiates facility upgrades and construction projects. Inspects and maintains cryogenic storage tanks and support equipment. Operates and maintains cryogenic production plants. Manages, maintains, and operates Fuels Support Equipment (FSE) and Fuels Operational Readiness Capability Equipment (FORCE) used for bare-base operations.
- 2.3. Performs technical fuels functions. Operates Fuels Service Center (FSC) to monitor all product movements and ensure timely response to mission requirements. Coordinates refueling requirements with supported agencies and ensures appropriate prioritization of support requirements. Ensures vehicle preventive maintenance program is effective and reliable. Operates mobile and hydrant refueling equipment to dispense products to aircraft and ground support equipment and facilities. Operates cryogenic storage tanks to receive and dispense products.
- 2.4. Maintains fuels and cryogenic records. Ensures accuracy of receipt, inventory, and issue documents. Processes computer transactions to ensure proper billing and payment for all product receipt and issue transactions. Monitors product temperature and handling gains and losses to ensure they are within tolerance. Coordinates gain/loss investigation when acceptable tolerances are exceeded. Compiles data and generates ad hoc and recurring reports. Monitors inventory levels to ensure adequate stocks are on-hand to support peacetime and prepositioned wartime stock requirements. Inputs data into the FuelsManager® Defense (FMD) to ensure accurate accountability. Reconciles information systems to ensure all transactions have processed correctly.
- 2.5. Maintains quality control of fuel and cryogenic products. Operates and maintains laboratory test equipment. Collects and analyzes product samples from receipt sources, bulk storage tanks, and dispensing vehicles and equipment. Documents test results in FMD and conducts trend analysis on product quality. Establishes a sample correlation program with the Aerospace Fuels Laboratory to validate the integrity of the base-level analysis procedures. Collects fuel samples from crashed aircraft and submits them to the Aerospace Fuels Laboratory for analysis. Ensures an effective product segregation and recovery program is implemented. Establishes and manages a Quality Control hold program.
- 2.6. Oversees unit personnel readiness. Monitors unit manning document and allocates personnel to authorized positions. Participates in mobility planning, submits resources and training system data, and evaluates and approves unit type code (UTC) changes. Reviews and monitors status of JFA/JFD UTCs and provides updates to the Unit Deployment Manager (UDM) and verifies Deliberate and Crisis Action Planning and Execution Segments (DCAPES) and Defense Readiness Reporting System (DRRS) reporting.
- 2.7. Assess, inspects, and performs preventive maintenance on the fueling vehicle fleet. Determines the overall mechanical condition of equipment. Corrects deficiencies as required. Analyzes malfunctions, documents deficiencies, conducts maintenance actions, and coordinates additional repairs with the Refueling Maintenance shop. Tests repaired fueling units for proper operation. Verifies proper operation of installed safety devices. Performs scheduled inspections, preventive maintenance, and on-the-spot repairs. Uses technical

publications to maintain refueling equipment. Coordinates with Refueling Maintenance and assists with preparing refueling equipment for shipment.

3. Specialty Qualifications:

- 3.1. Knowledge & Competency. Knowledge and competency are mandatory regarding knowing and understanding the composition, properties, and characteristics of petroleum products and cryogenic fluids, including toxic, explosive, and fire hazards; environmental protection procedures; conservation; methods of receiving, storing, testing, and evaluating fuel and cryogenic fluids under normal, or operating within remote locations or in support of deployment and contingency operations.
- 3.2. Education. For entry into this specialty, completion of high school, additional courses in general science, computer science, mathematics, and chemistry, and any Commercial Operator License qualifications are desirable.
- 3.3. Training. For award of AFSC 2F031, completion of CDL military equivalent and the Fuels Apprentice Course is mandatory.
- 3.4. Experience. The following experience is mandatory for award of the AFSC indicated:
 - 3.4.1. 2F051. Qualification in and possession of AFSC 2F031. Completion of all 5-level competency objectives and course requirements outlined in 2F Career Field Education and Training Plan (CFETP).
 - 3.4.2. 2F071. Qualification in and possession of AFSC 2F051, completion of all 7-level competency objectives and courses outlined in CFETP and must complete 7-Level Petroleum Logistics Management Course (PLMC) Training Course.
 - 3.4.3. 2F091. Qualification in and possession of AFSC 2F071, completion courses required, awarded 034 SEI and must complete the Planning Operations & Logistics (POL) course.
- 3.5. Other. The following are mandatory as indicated:
 - 3.5.1. For entry into this specialty:
 - 3.5.1.1. Normal color vision as defined in DAFMAN 48-123, *Medical Examinations and Standards*.
 - 3.5.1.2. Must possess a valid state driver's license to operate government motor vehicles (GMV) in accordance with AFI 24-301, *Ground Transportation*.
 - 3.5.1.3. For Air Force Reserve Command and Air National Guard retraining candidates, a mandatory grade of TSgt or below with less than 10 years Total Federal Military Service is required.
 - 3.5.1.4. See attachment 4 for additional entry requirements.
 - 3.5.2. For award and retention:
 - 3.5.2.1. Specialty requires routine access to Tier 3 (T3) information, systems, or similar classified environment. For award and retention of AFSCs 2F0XX, completion of a current T3 Investigation required IAW DoDM 5200.02, AFMAN 16-1405, *Air Force Personnel Security Program*, is mandatory.
NOTE: Award of the entry level without a completed T3 Investigation is authorized provided an interim Secret security clearance has been granted according to DoDM 5200.02, AFMAN 16 -1405.
 - 3.5.2.2. For award and retention of these AFSCs: must maintain local network access IAW AFI 17-130, *Cybersecurity Program Management* and AFMAN 17-1301, *Computer Security*.